

SHELBURNE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES

February 25, 2026, at 12:00 P.M.
Shelburne Town Offices, Meeting Room 1

Members Present Both In-Person and Electronically: Chunka Mui (Chair); Kate Elliott (Committee Member); Brian Precourt (Committee Member); Stephen Kendall (Committee Member); Carmone Austin, (Committee Member); Joan Goldstein, (Committee Member); Alec Webb (Committee Member); Jeffrey Carr (Committee Member); Don Porter (Committee Member-Finance Committee Liaison); Art Freidman (Committee Member); Matt Sleeman (Committee Member); Jeff Trussell (Committee Member); Mary Anne Sheahan (Committee Member); Patty Carpenter, Deputy Town Manager-Treasurer, Ex Officio Member), Matt Lawless (Town Manager-Ex Officio Member); and Aaron DeNamur (Town Planner-Ex Officio Member).

Non-Members Present: Leslie Wright, Advisor and Co-Chair Marketing Strategic Communications Working Group, Andrew Everett (Chair of the Experience Shelburne Advisory Board), Susan Elliot (Assistant to the Town Manager), Gillian Nanton (Town Grants Coordinator); Lyle Jepson, Vermont Commissioner of Economic Development Dave Boucher (Shelburne Historical Society); Dave Marshall (of Dave Marshall Civil Engineering Associates which has a housing project on Irish Hill Road), Jane Zinotti (Shelburne Resident); Tracey Beaudin (Shelburne Resident); John Kareckas (Shelburne Resident); and Barb Johnson (Shelburne resident) were also present for all or at least a part of the meeting.

The meeting was called to order at approximately 12:03 PM by the Chair. The meeting began with a motion to amend the agenda to include approval of the December 17, 2025, committee meeting minutes was made by A. DeNamur and was seconded by J. Carr. The notion was approved unanimously. There were no conflicts of interest noted by any attendees. Lyle Jepson, Vermont Commissioner of Economic Development introduced himself and stated he was attending the meeting to gain an understanding of the committee's work.

Discussion of the Farmers' Market Transition to the Town: The Chair then provided an update on the farmers' market and noted that K. Elliot and P. Carpenter were leading the Experience Shelburne Farmers' Market Working Group. The Chair noted that to-date there had been 89 vendor applications received to-date with a projected revenue of roughly \$40,000. He noted that good initial response was at the higher vendor fee level and that the market had a goal of eventually having a vendor mix of roughly 50% farmers, 30% food vendors, and 20% artists. He noted the mix of the initial round of vendor applications was more artisanal. G. Nanton raised questions about developing a strategic plan for the market's future, including marketing, education, and data collection, which Chunka acknowledged was an important for long-term planning. The discussion also included the mission of having the Shelburne Farmers' Market be more than a "Farmers' Market" and seize upon the opportunity to make it an "anchor for Town-regional food eco-system"—an opportunity that many other parts of the country are vying for with their farmers' markets. The Chair noted that the working group meeting was scheduled for March 3rd, and Kate encouraged anyone interested in participating to reach out.

Collaborative Winter Lights Event Expansion with the Shelburne Museum: The discussion next moved on to the expansion of the 2026 Winter Lights event. Currently, the working group is working on formalizing a collaboration with the town and the Shelburne Museum through an MOU, which will be reviewed by A. Friedman and P. Carpenter. The initiative aims to expand the lights program beyond the museum to include the entire village, potentially using the town's lights budget as an integrative tissue for a larger Winter lights exhibition throughout the Town. The working group is also working on streamlining the process for town businesses to participate, with plans to negotiate volume discounts with the lighting contractor as needed.

Bay Road Scoping Study Update: The Chair next reviewed initial progress on the Bay Road bike and pedestrian safety scoping study. An initial meeting with the Chittenden County Regional Planning Commission ("CCRPC") staff

and the selected contractor to finalize the scope of work for the scoping study. At the recommendation of the CCRPC staff, the bridge was separated out from the road improvements for bike and pedestrian safety, and J. Carr was going to follow up with CCRPC staff as to why that was necessary. The original impetus for prioritizing the Bay Road scoping study was that the Town was going to be “digging up” the road for infrastructure maintenance reasons anyway, we should try to do as many safety improvements as quickly as we can all at the same time. However, events have likely made that difficult to execute all at once. J. Carr is going to follow-up with the CCRPC staff to make sure that the bike and pedestrian safety study fully considers the need for the safety improvements to the bridge as well. B. Precourt raised concerns about being able to obtain required wetland permits needed in that area for the bridge portion of any safety project. Committee members agreed that the discussion highlighted the need for better coordination between the Selectboard and committees, as well as the importance of addressing both the road and bridge in any scoping study (or scoping studies—if required) to be completed by and for the Town.

Develop-able Property Sites and Business Inventory Development Review: The group then discussed the Strategic Recruitment Working Group’s efforts to develop an inventory of develop-able parcels suitable for industrial, commercial, retail, and housing use, and the latest on the inventory of existing businesses in the Town. Regarding the first, the group discussed the need for further meetings to determine next steps, with M. Lawless being the point person at the Town to contact property owners about their willingness to develop and/or redevelop their parcels. The group discussed efforts to facilitate the re-development of properties like the Red Apple Hotel Motel. The group agreed to keep a list of potential properties requiring zoning changes private until Matt has spoken with landowners, while the first list of available properties is publicly available because they are listed as being “for sale.” Regarding the second, the group heard that the business inventory—which was started last Summer by Town interns—remained “under development” and needed further refinement. The working group is currently prioritizing the inventory of develop-able parcels until “pitch sheets’ were developed for each available parcel.

Discussion of the Shelburne Town Plan Update: The committee then discussed its role in the update of the Town Plan. A. Friedman is leading the Committee’s working group to assist the Town Planning Commission to draft an expanded community and economic development chapter that was relatively short in the last Town Plan. The Planning Commission was set to meet on February 27th on this topic and is also formally asking for the Committee’s input at a meeting on March 12th to be held in conjunction with the Natural Resources & Conservation Commission. The Chair encouraged members to attend the Planning Commission meeting on March 12th.

Discussion of the CHIP Initiative for Housing Development: The meeting then turned to a discussion of the Town’s exploring of the CHIP (Community Housing Investment Program) initiative for a 6.6-acre housing development site on US Route 7, which could provide funding for upgrading the shoreline wastewater system that is currently at capacity. G. Nanton reported that the Town was working on submitting a project interest form to the Vermont Economic Progress Council (“VEPC”), with the actual CHIP application and associated documentation expected to follow over the coming months. She noted that the Town had entered into a contract for technical work to model tax increment projections, and the Chair further explained that under CHIP, the developer would carry the debt rather than the Town. Like the state Tax Increment Financing District Program (“TIF”), the financial incentive comes from re-directing a portion of the state education property tax increment to pay the costs of debt financing and other eligible costs of the CHIP project after approval by VEPC of the Town’s prospective CHIP application.

Rice Lumber Due Diligence Review Update: The group then discussed the latest developments on the so-called Rice Lumber development. The Chair noted that the Rice Lumber property on Route 7, combined with adjacent Shelburne Commons, presents a rare opportunity to create a large walkable, mixed-use district that complements Shelburne’s identity and anchors the Northern portion of the village.

The Chair also noted that Harmonie Park Development (“HPD”) had been retained to conduct a due diligence review and develop an investment report for the site to delineate what was financially and technically feasible for

the site—including mixed use possibilities along with the potential for a grocery store as an anchor for the area. It is the Town’s hope that Civic uses, including the potential relocation of the fire station and/or emergency services, and the desire to support—not dilute—the village center will shape future mostly-private development at that site as the Town owns one of six parcels. The Chair stated that the goal of this phase of the HPD study is to develop several investable program development and land use scenarios that maximize Civic benefits, if possible.

Approve the Minutes of the December 17, 2025 Committee Meeting: The Committee next took up the issue of approving the minutes of the last full committee meeting back in December 2025. J. Goldsten moved and A. DeNamur seconded a motion to approve the amended agenda. The motion was approved unanimously.

Debrief on Community Information Sessions During the Experience Shelburne “Launch Events:” The Chair then reviewed the results from January Experience Shelburne Launch Events, which drew 39 responses from the approximately 150 participants that attended the reception at the Shelburne Museum, and the citizen and business forums the next day. The Chair noted that attendees seemed to want more economic development planning and expected to see progress in the future, while also noting the positive shift in the town's business-friendly attitude. The group discussed conducting a virtual information session in March or April for those who were not able to attend the daytime meetings, with Chunka planning to organize this follow-up engagement at a later time.

Public Comment: Citizen Request for a Townwide Survey: During the public comment period of the meeting, Mr. John Kareckas of 110 LePlatte Circle, suggested that it was time for a town survey to more properly gauge public attitudes towards where the Town was going. He noted that other efforts, like Shelburne Forward, represented only part of the Town, and that he felt the Town needed to gather a broader range of perspectives. He suggested a mail survey to all box holders-residents. The committee agreed to explore options for a more comprehensive survey and to continue efforts to increase public engagement.

Adjournment: There being no further business for the Committee, J. Carr moved and B. Precourt seconded a motion to adjourn. The motion passed unanimously, and the meeting was adjourned by the Chair at approximately 1:40 PM.

Respectfully submitted by **Jeffrey B. Carr**, Secretary of the Shelburne Community and Economic Development Committee.